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FASOTRAGRUPACINST 3070.1

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FASOTRAGRUPAC INSTRUCTION 3070.1

FASOTRAGRUPAC OPERATIONS SECURITY (OPSEC) PROGRAM

(a) COMNAVAIRPACINST 3070.1A
(b) OPNAVINST 3070.1A

Encl: (1) OPSEC Survey Report Format

1. Purpose. To establish policy and provide guidance for the implementation and management of the FASOTRAGRUPAC OPSEC program.

2. Discussion. Traditional security programs (information security, signals security, and physical security) are primarily designed to protect classified information and material; OPSEC addresses the overall protection of exploitable information (unclassified and classified), the identification of communications and other electronic weaknesses, and the detection of stereotyped procedures and electromagnetic emissions patterns. Though not concerned with the management of related security programs, OPSEC incorporates aspects of those traditional programs.

3. Policy

   a. In accordance with reference (a), it is FASOTRAGRUPAC's policy for Headquarters and each detachment to conduct an OPSEC program to ensure effectiveness through anticipation and elimination of OPSEC vulnerabilities.

   b. Military and civilian personnel assigned to FASOTRAGRUPAC shal receive OPSEC training at accession and at least annually thereafter. Such training should also include civilian contract personnel.

4. Action. Implementation and management of the OPSEC program will be in accordance with references (a) and (b). Enclosure (1) provides general guidance for command OPSEC Surveys and is intended to assist the OPSEC officer in managing an effective OPSEC program.

J. BERNSEN

Distribution:
FASOTRAGRUPACINST 5216.2S
Lists A and B

    <u>a</u>. Organization and purpose of the OPSEC survey team.

    <u>b</u>. How the survey will be conducted.

    <u>c</u>. How the results of the survey will be processed.

    <u>d</u>. A list of directive and other applicable documents.

    <u>2</u>. Organize, coordinate, direct survey activity, and prepare the OPSEC survey report.

    <u>3</u>. Meet with and supervise team members to assess survey progress, guide and assist, compare data, identify significant deficiencies, and consolidate reports and recommended actions.

    <u>4</u>. Correlate and analyze information acquired by individual team members and through empirical studies (i.e., COMSEC communications/ noncommunications monitoring, etc.); develop recommendations to reduce or eliminate OPSEC weaknesses.

    <u>5</u>. Formulate a hostile threat assessment.

    <u>6</u>. Provide briefs and comments to correct minor items on the spot to increase OPSEC awareness during the survey.

    <u>7</u>. Provide the Commanding Officer a verbal completion report, then submit a written, final command OPSEC Survey Report, retaining a copy on file.

    (b) Team Members

    (1) Develop profiles in their respective functional areas.

    (2) Acquire information to identify OPSEC vulnerabilities through observation, interviews, and other data collection techniques.

    (3) Be familiar with other team member functional areas and be alert for information that might affect them.

    (4) Provide advice and assistance to the team leader.

    5) Assist the team leader n preparing the final OPSEC Survey Report

SECTION I

Introduction

1. <u>Background</u>. Command OPSEC surveys are an integral part of an aggressive OPSEC program. Designed to identify OPSEC vulnerabilities and to give commanding officers a security assessment of their operations, the command OPSEC survey is accomplished by a team of command personnel.

2. <u>Concept</u>

    a. OPSEC within FASOTRAGRUPAC is concerned with protecting naval air related operations for hostile intelligence exploitation. Our objective is to prevent an enemy from obtaining sufficient information to gain intimate knowledge of or degrade airborne systems, activities and operations.

    b. There are two kinds of surveys, command and formal. A Command survey uses command personnel for an internal examination of OPSEC practices.

      (1) <u>Survey Team Composition</u>. The size and composition of the command OPSEC survey team are determined by the scope of the survey. Members of the team should come from all divisions and departments and should be thoroughly qualified in their functional areas. Ideally, the survey team will consist of a team leader and team members with expertise in the following functional areas:

        (a) SIGINT

        (b) Physical Security

        (c) SIGSEC

        (d) ADP Security

        (e) Administration

        (f) Supply/logistics

        (g) Maintenance

        (h) Communications

      (2) <u>Survey Team Member Responsibilities and Authority</u>. General responsibilities of the team members are as follows:

        (a) Team Leader

          <u>1</u>. Brief team member at their initial meeting, covering at least the following items:

Encl (1)

1. OVERVIEW

   A. BACKGROUND. State purposes and scope of survey. Discuss threat and vulnerability assessment.

   B. CONDUCT OF SURVEY. Brief discussion of methodology, team composition, command elements visited, and the time frame of the survey.

2. SUMMARY OF SIGNIFICANT FINDINGS

   Discussion of major findings.

3. ANALYSIS, CONCLUSIONS, AND FINDINGS

   The body of the report. Discussions and findings may be listed chronologically or by element within the command.

<u>Suggested format for each finding</u>:

   A. <u>Topical Heading</u>
   B. <u>Analysis and Discussion</u>
   C. <u>Conclusion</u> (if applicable)
   D. <u>Findings</u>
   E. <u>Recommendation</u> (if applicable)

Encl (1)